

Access to PeopleSoft Chartfields – Account Values

The path to view the Account Chartfield Values:

Set Up Financials->Common Definitions->Design Chartfields->Define Values->Chartfield Values.
Select the Account option to bring up the search parameters.

The SETID must be TOWSN.

Enter the Account value or click on the magnifying glass to look up the Account you wish to view.

Find an Existing Value **Add a New Value**

SetID: [=] TOWSN

Account: [begins with] 609003

Description: [begins with]

Account Type: [begins with]

Search **Clear**

We are all familiar with 609003 [Office Supply – the old 3910 FRS Subcode]

Clicking Search will bring up the following information for the Account value selected:

Account **Map to Alternate Account**

SetID: TOWSN Account: 609003

Effective Date

Effective Date: 01/01/1901 ³¹ Status: Active [Attributes](#)

Description: Office Supply under 500 each Control Account

Short Description: OfficeSup Budgetary Only

Statistical Account UOM:

Monetary Account Type: Expenses Book Code: Allow Book Code

Balance Sheet Indicator: Physical Nature:

VAT Account Flag: Non-VAT Related

OpenItem Account

Edit Record: Edit Field:

Prompt Table: Description of Open

Reconcile Tolerance: Reconcile Currency

The University's Financial System provides 14 different major categories of expenditure accounts available to use when processing various types of transactions against a departmental budget. These 14 categories correspond to Statewide standard expense objects; and, that value for this account can be viewed under the Attributes link. Used in conjunction with a department or grant numbers, the expenditure accounts:

- Break down each type of expenditure into different expense categories grouped under 'Pools'.
- Subtract the expense from the associated budget.

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Clicking on the Attributes link will bring up information relevant to this account such as the STATE OBJECT value. When our financial transactions are transmitted to the State, the account information is translated to the State Object value.

Attribute Values						Customize	Find	View All	First
ChartField Value	Effective Date	Field Name	*ChartField Attribute	ChartField Attribute Value	Attribute Value Description				
609003	01/01/1901	ACCOUNT	STATE OBJECT	0902	Office Supplies				

Limited sight logic was structured into the transition from the 4-digit FRS Subcode to the 6-digit PeopleSoft Account. In reviewing the listing of accounts [see link below] you will note that the second and third character spaces of the account number correspond to the Object Number. Additionally, the first character is associated with the type: for example Payroll Expense Accounts begin with '5'; Operating Expense Accounts begin with '6'.

A complete listing [printable charts] of the Expenditure Account Categories can be found at:

<http://www.towson.edu/adminfinance/fiscalplanning/financialservices/FinancialSystems-AccountCategories.asp>